

**COMMONWEALTH OF VIRGINIA  
MARINE RESOURCES COMMISSION  
2600 WASHINGTON AVE., 3<sup>RD</sup> FLOOR  
NEWPORT NEWS, VA 23607**

**APPLICATION FOR OYSTER PLANTING GROUND**

(Revised 3-13-2013)

Name(s): \_\_\_\_\_  
(Please Print) (All Applicants must be Virginia residents)

Responsible Applicant: \_\_\_\_\_ Birthdate: \_\_\_\_/\_\_\_\_/\_\_\_\_  
(if multiple applicants)

911 Address: \_\_\_\_\_  
Number Street City State Zip Code

Mailing Address \_\_\_\_\_  
Number Street P.O. Box City State Zip Code

E-mail Address \_\_\_\_\_ Telephone: \_\_\_\_\_  
Work/Cell Home

Contact Person (if other than applicant): \_\_\_\_\_ C/O or agent OR if signing as: POA \_\_\_\_\_ Corporate Officer \_\_\_\_\_  
(Check only one above)

Mailing Address for contact person: \_\_\_\_\_  
Street or P.O. Box City State Zip Code

E-mail Address (for contact person) \_\_\_\_\_ Telephone: \_\_\_\_\_  
Work/Cell Home

Ground is in the waters of \_\_\_\_\_, and estimated to contain \_\_\_\_\_ acres,  
in the City/County of \_\_\_\_\_, and described and bounded as follows:

North by: \_\_\_\_\_

East by: \_\_\_\_\_

South by: \_\_\_\_\_

West by: \_\_\_\_\_

Application must include non-refundable \$25.00 fee. I/we agree to promptly pay the newspaper for the required advertising. All applicant's are equally responsible to pay all fees for surveying, mapping, assigning, and recording as specified in the Code of Virginia, Title 28.2. All applicants agree to comply with all legal requirements pursuant to oyster ground leasing (including residency). I understand that this application will be given priority based upon the order that it is received by the Virginia Marine Resources Commission, Engineering/Surveying Department. If POA, provide documentation; for Corporations, corporation affidavit may be required.

Do you presently lease oyster ground in this name? yes\_\_\_\_ no\_\_\_\_ Billing number is \_\_\_\_\_

Do you presently have a MRC ID #? yes\_\_\_\_ no\_\_\_\_ MRC ID # is \_\_\_\_\_

Federal Employer Identification Number (FEIN), if applicable: \_\_\_\_\_

Signature of Applicant(s) \_\_\_\_\_ Date \_\_\_\_\_

Signature of Applicant(s) (All applicants must sign) \_\_\_\_\_ Date \_\_\_\_\_

**Note: A proposed use plan is required for all regular oyster ground applications. If the attached Oyster Ground Application Use Plan is not completed and included with this application, processing beyond initial acceptance will cease until such a plan is provided.**

**FOR OFFICE USE ONLY**

App. Number: \_\_\_\_\_ Billing Number: \_\_\_\_\_ Waterbody Number \_\_\_\_\_

Map Number: \_\_\_\_\_ District Number: \_\_\_\_\_ Assigned Surveyor: \_\_\_\_\_

Latitude: \_\_\_\_\_ Longitude \_\_\_\_\_

Chief, Engineering/Surveying Department

Date

Law Enforcement Supervisor

## **INSTRUCTIONS**

Return the completed Application for Oyster Planting Ground with the \$25.00 non-refundable fee to:

Virginia Marine Resources Commission (VMRC)  
Attn: Engineering/Surveying Department  
2600 Washington Ave., 3<sup>rd</sup> Floor  
Newport News, VA 23607

Money orders or checks are accepted and payable to "Treasurer of Virginia."

### **THE FOLLOWING CHARGES ARE EFFECTIVE AS OF 6/1/2006**

APPLICATION FEE (NON-REFUNDABLE).....	\$25.00
ADVERTISING COST IN THE NEWSPAPER WILL BE BILLED TO APPLICANT DIRECTLY .....	cost varies
SURVEYING: VMRC SURVEY FEE.....	\$510.00
ADDITIONAL PLAT CHARGE (if needed, per plat).....	\$100.00
RECORDING FEE FOR EACH LEASE/PLAT .....	\$12.00
ASSIGNMENT FEE FOR EACH LEASE/PLAT.....	\$1.50
RENTAL AMOUNT (PER ACRE/PER YEAR)(NO ANNUAL CHARGE FOR RIPARIAN LEASES).....	\$1.50

Pursuant to the Code of Virginia, your application will be advertised in the local newspaper for four consecutive weeks. VMRC will submit the notice to the newspaper and they will bill you directly for the advertisement. **Contact the newspaper for charge amounts.**

If you are applying for a riparian oyster ground lease, the name must be shown exactly as on the highland deed. A plat and/or deed of your highland property are required to complete the survey. No advertisement is required for a riparian ground lease application.

### **Additional Information:**

Code of Virginia related to Oyster Planting Ground: 28.2-600 ET. SEQ.

Applications: Description can be made from an Oyster Planting Ground composite map in an unassigned or vacant area. (Contact the Engineering/Surveying Dept. for assistance).  
Application must be advertised once a week for four weeks at applicant's expense.  
Application must be posted in vicinity, two or more places for 60 days, (VMRC responsibility).

Survey: After the 60 day posting and advertising time, VMRC will make the survey and prepare a plat. A 30 day waiting period after plat is approved is required, by Code, before ground can be assigned. (If you wish to use a private licensed land surveyor, he must contact this office to insure the survey and plat meet VMRC standards). If the application is protested a public hearing will be required for full Commission consideration.

Riparian leases must adjoin the mean low water and be in the same name as the highland owner. The highland must border a minimum of 205 feet along the MLW, however the riparian lease may be as narrow as 105 feet and shall not contain more than one half acre (except in Northampton and Mathews Counties and in the James River and its tributaries above the James River Bridge - please contact the Engineering/Surveying Department concerning these areas).

**Phone numbers:** Chief Engineer: 757-247-2225  
Draftsman/Cartographer: 757-247-2230  
Program Support Technician: 757-247-2226

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